



STATE OF CALIFORNIA

DEPARTMENT OF DEVELOPMENTAL SERVICES

JOB OPPORTUNITY BULLETIN: COMMUNITY PROGRAM SPECIALIST II

SALARY RANGE:	\$4,488 - \$5,618 per month* <small>*The Starting Salary applies to those first entering State Service. The Maximum salary is typically for State Employees who meet the criteria for Annual Merit Salary Adjustments in increments of 5% until the maximum salary is attained.</small>
TENURE/TIME BASE:	Permanent, Full-Time
PROGRAM/DEPARTMENT:	Sonoma Regional Project
FINAL FILING DATE:	Until Filled

DESCRIPTION OF DUTIES:

The Sonoma Regional Project currently has an opening for a Community Program Specialist II (CPS-II). Under the direction of the Regional Project Director, the CPS II assists in coordinating the efforts of various agencies to maintain the consumer in the community. The CPS-II conducts 4418 assessments and attends Individual Program Plan (IPP) meetings to review recommendations; coordinates the placements of Sonoma residents into the community; monitors placement success within the first 12 months; provides information to programs, consumers, families, and agencies on alternative living options, serves on committees as assigned by the Regional Project Director; facilitates information and data flow to various agencies, performs related work as required; Chairs Community Living Option and pre-admission meetings; and performs other duties as assigned.

WHO IS ELIGIBLE TO APPLY:

Candidates must possess Civil Service Eligibility to apply. Civil Service Eligibility consists of any one of the following: Being a current or former California State Civil Service employee (lateral transfer or reinstatement) or having list eligibility as a result of participating in an examination for the classification and placing in a reachable rank. Per State Personnel Board Rule 250, lateral transfer applicants must meet the Minimum Qualifications as outlined in the Job Specification. The job specification and other related information may be found on the website at www.calhr.ca.gov. Please specify the type of eligibility you possess when applying. Applications may be obtained from the Human Resources Office at the Sonoma Developmental Center or downloaded from the above website. Appointments may be subject to State Restriction of Appointment (SROA), Departmental Restriction of Appointment (DROA), Re-employment List procedures, a pre-employment physical, drug screen and fingerprint clearances. Applications will be reviewed and only the most qualified candidates will be scheduled for selection interviews. Faxed applications will not be accepted.

SEND YOUR COMPLETED STATE APPLICATION (STD. 678) TO:

Sonoma Developmental Center
Personnel Examination Department (Administration Building)
P.O. Box 1493 (Please use when mailing)
15000 Arnold Drive – Room #124
Eldridge, CA 95431

(707) 938-6889 (Contact Liz Stoddard for questions specific to essential functions of the position. Civil Service Eligibility will be determined by the analyst in the Human Resources Department at Sonoma Developmental Center.

SONOMA DEVELOPMENTAL CENTER IS AN EQUAL OPPORTUNITY EMPLOYER TO ALL REGARDLESS OF RACE, COLOR, CREED, NATIONAL ORIGIN, ANCESTRY, SEX, MARITAL STATUS, DISABILITY, RELIGIOUS OR POLITICAL AFFILIATION, AGE OR SEXUAL ORIENTATION.